

Inspection and Evaluation Committee

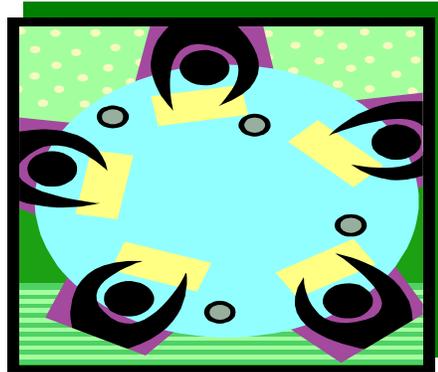
President's Council on Integrity and Efficiency

August 2002

Inspection and Evaluation Committee Members

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I&E COMMITTEE CHAIR BRIEFS NEW INSPECTORS GENERAL



Inspector General Johnnie Frazier, Chair of the PCIE's Inspection and Evaluation Committee, spoke with new and incumbent Inspectors General at an August 6, 2002, all-day orientation for new IGs. Johnnie shared IG community experiences with inspections and evaluations. Seminal points he emphasized for establishing and strengthening inspection and evaluation units were:

- ✓ Get effective, experienced leaders.
- ✓ Hire talented staff with diverse experience.
- ✓ Be bold in the selection of and approach to your work.
- ✓ Cooperate with audits and investigations.
- ✓ Make your work products more readable and visually appealing.
- ✓ Participate in peer professional groups, especially the Roundtable.
- ✓ Have fun!

NEW OUTLOOK ON OIG REPORTS ENGAGES HILL READERS

Earl E. Devaney, Interior Inspector General, and his staff hosted the July 18 meeting. Following his introductory remarks, he expressed his interest in the Roundtable's crosscutting projects and suggested future projects such as homeland security issues and the structure and operations of law enforcement agencies.

Devaney commented on what he sees as specific values of inspections and evaluations reports. He stressed their quick turnaround time, the fact that I&E Reports are usually well received, and their recommendations offer immediate fixes for specific problems. Devaney also discussed some of the recent changes he has made to improve the writing and communication of his OIG reports. He decided to explore new avenues to get Interior IG reports out and into the hands of decision makers both in the Department and Congress. Ways he's used to accomplish this include electronic distribution of reports, changing the writing style, and issuing reports on CD-ROMs; the office has hired writers/editors, is conducting story conferences prior to writing, and is emphasizing writing in plain English for nonauditor readers; and they are making effective use of executive summaries to communicate the important points of the report.

Mr. Devaney is personally handing OIG reports to the Assistant Secretary along with a short oral briefing. His

I&E Committee Meetings

will be held quarterly and usually rotate among IG members.



Next I&E Roundtable Meeting

Hosted by AMTRAK, September 26, 2002, 9:30 a.m. at 10 G Street, NE, Washington, D.C. More information will be sent in September.

office is also sending e-mails to Hill staff announcing the latest reports issued by Interior OIG with hyperlinks to the reports. Feedback received from Congressional staff reported that the CD ROMs are popular.

Susan Hatton gave an overview of Interior OIG's efforts to issue their semiannual report to Congress on CD ROM. The next step will be to issue the report via e-mail as well as CD-ROM, with only limited distribution in paper. Electronic distribution has already resulted in significant cost savings.

I&E COMMITTEE PROJECTS STATUS OF CURRENT ROUNDTABLE PROFESSIONAL REPORTS

Purchase Cards - The I&E Committee's publication, *A Practical Guide for Reviewing Government Purchase Card Programs*, has been distributed on CD-ROM and is now available in hard copy.



The report, prepared by the I&E Roundtable, is also available on the Commerce OIG site <http://www.oig.doc.gov>, under the "What's New" section and on the IGSNet site at <http://www.ignet.gov/pande/ia nde.html#reports>. Education OIG took the lead in preparing this report and Commerce OIG worked on finalizing the guide,

which includes input from the OIGs at Agriculture, Energy, General Services Administration, Interior, State, Transportation and Veterans Affairs.

Travel Cards - Dennis Raymond reported that Labor OIG conducted an evaluation of their Travel Card Program and issued a series of four reports in March of this year. That office is currently reviewing reports/information provided from five other OIGs that have also conducted travel card evaluation or audit work. Specifically, material supplied by OIGs of Commerce, Education and Justice, as well as the Office of Personnel Management, and Social Security Administration, is being synthesized with DOL's reports into a roll-up report to be submitted to the PCIE Committee for Inspection and Evaluation. It is anticipated that the report will be delivered to the Roundtable in September.

If you have any questions, please contact Dennis Raymond (202-693-5227). If any members have done work in this area that they would like to have incorporated in this report, contact Beth McNeill at 202-693-5217 or mmcneill@oig.dol.gov.

Child Support Enforcement - Debbie Holmes, formerly of Health and Human Services OIG (now with Commerce) reported that in October 2001 HHS OIG issued its final report on child support enforcement among HHS employees. The report is at <http://www.oig.hhs.gov/oei/reports/a543.pdf>. The study was developed to locate delinquent child support obligations. Through follow-up discussions with the HHS Office of Child Support Enforcement, it was determined that privacy laws and regulations prevent such a study from being performed in any other department. This project is considered completed; however.

If you have questions, contact Debra Robinson, HHS OIG, at 202-619-0480 or drobenson@oig.hhs.gov.



TRAINING

The IG Auditor Training Institute (IGATI) is moving to a new location in Rosslyn in late September. As a result, no evaluation-related courses are currently scheduled.

The Roundtable needs volunteers for an IGATI Board of Governors to work with IGATI in reviewing evaluation-related courses and modifying them based on customer needs. Jill Gross and Chris Heppe (Commerce) have volunteered but additional volunteers are needed. If interested, please contact Debbie Holmes 202-482-2754.

I&E ROUNDTABLE ORGANIZATIONAL ISSUES

George Grob, Deputy IG at HHS, has taken a new position at HHS OIG and will no longer chair the Roundtable. Jill Gross agreed to co-chair and is seeking a volunteer to serve as the other co-chair. She can be reached at 202-482-2754 or jgross@oig.doc.gov.

Volunteers are still needed to assist in creating an I&E Committee web site. Please send nominations to Debbie Holmes at dholmes@oig.doc.gov.

We are continuing to identify future Roundtable-sponsored projects and will be submitting a list to the I&E Committee for its consideration, so bring project ideas to our next meeting.

For more information about any item in this newsletter, contact:

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or

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